



## 2022 Local Technical Assistance Request Form

Town: \_\_\_\_\_

Date: \_\_\_\_\_

Your Name: \_\_\_\_\_

Board/Department: \_\_\_\_\_

### INSTRUCTIONS:

1. Review form with Town/City committees, boards, and departments, and **compile one consolidated request form.**
2. Check the column or box for each project your Town/City is interested in. List contact info for each project.
3. Rank your top 3 priorities at the end of the form.
4. **Email completed form to Amanda Doster at [adoster@frcog.org](mailto:adoster@frcog.org) by January 28, 2022.** Email/call Amanda with questions: 413-774-3167 x120

✓YES	CLIMATE CHANGE ADAPTATION AND RESILIENCE / ENERGY & ENVIRONMENT	Contact for Project: name & email or phone #
	<b>Community Food Assessments.</b> Examine a town's food system, including analysis of food supply and demand, economic development through food processing or distribution, increased food production of farmland, increased food access for residents, and other elements.	
	<b>Managing Flood Risks Regionally.</b> Implement the recommendations in the Framework for Resilience: Responding to Climate Change in the Deerfield River Watershed. Work with neighboring watershed towns to prioritize and implement appropriate river corridor management strategies, flood resiliency, and infrastructure improvements.	
	<b>Northfield Mountain Pumped Storage Project /Turners Falls Dam FERC relicensing and MassDEP 401 Certification of Water Quality process.</b> Provide technical assistance, advocacy, testimony, and analysis, and participate as a convener and stakeholder on behalf of impacted towns.	
	<b>Pollinator Habitat Corridor.</b> Create a town pollinator plan that expands the regional Franklin County pollinator habitat corridor plan developed in 2021. The town plan includes identification and mapping of existing and potential pollinator habitat, review of land use regulations, landscape management recommendations, and planting plans for a variety of landscapes and built environments to support pollinator life cycle needs.	

✓ YES	ECONOMIC DEVELOPMENT AND HOUSING	Contact for Project: name & email or phone #
	<b>Brownfields Redevelopment Support.</b> Provide site specific technical assistance to assess, clean-up, and/or redevelop a brownfield site, with property owner support.	
	<b>Business and Industry/Sector Assistance.</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Provide and support access to small business assistance resources.</li> <li><input type="checkbox"/> Provide industry specific support to expand, promote and/or preserve important economic sectors: <ul style="list-style-type: none"> <li>○ Manufacturing</li> <li>○ Outdoor Recreation</li> <li>○ Tourism</li> <li>○ Agriculture</li> </ul> </li> <li><input type="checkbox"/> Other: _____</li> </ul>	
	<b>Community Economic Development (please specify):</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Conduct survey to understand what residents, businesses, and visitors want for economic activity in their downtown or community.</li> <li><input type="checkbox"/> Conduct a parcel-level analysis of village center or downtown uses and businesses, and identify properties with potential for redevelopment.</li> <li><input type="checkbox"/> Develop a mixed use, economic development and/or housing action plan for a village center or downtown.</li> <li><input type="checkbox"/> Provide technical assistance to create new or expand planned industrial park land.</li> <li><input type="checkbox"/> Update Industrial Park Master Plan, including review of current bylaws and regulations governing the park, and assessing developable land remaining.</li> <li><input type="checkbox"/> Prepare guidance and identification of resources for site specific property development or redevelopment for economic development uses.</li> <li><input type="checkbox"/> Develop and implement a pop-up park or public art project, including how to create and implement a project that fosters economic and main street activity. <i>For projects seeking funds from MassDevelopment Commonwealth Places, work can include assistance in developing a funding campaign.</i></li> <li><input type="checkbox"/> Provide technical assistance to advance Rapid Recovery Plan project.</li> <li><input type="checkbox"/> Other: _____</li> </ul>	

	<b>Housing Planning and Implementation Technical Assistance (please specify):</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Create a Housing Production Plan (5-year plan that identifies the housing needs of a community and outlines the strategies a town can take toward meeting those needs).</li> <li><input type="checkbox"/> Conduct a housing needs assessment and/or housing needs survey.</li> <li><input type="checkbox"/> Implement local housing initiatives such as drafting zoning changes, setting up Community Preservation Act (CPA)-funded housing programs, establishing a municipal affordable housing trust, or identifying potential sites for affordable housing development. Please specify: _____</li> <li><input type="checkbox"/> Implement one or more MA Housing Choice Initiative best practices and/or apply for Housing Choice designation.</li> <li><input type="checkbox"/> Small Town Housing Working Group convening to work on housing issues and challenges in smaller towns, and develop shared solutions to address housing needs and barriers.</li> </ul>	
✓ YES	<b>MUNICIPAL CAPACITY BUILDING</b>	<b>Contact for Project: name &amp; email or phone #</b>
	<b>Abandoned and Distressed Property Inventory and Action.</b> Inventory abandoned and distressed properties in town and work with town stakeholders to prioritize them for action through receivership or other methods.	
	<b>Diversity, Equity, and Inclusion Training for Municipal Officials and Staff.</b>	
	<b>Foster Municipal Engagement and Involvement.</b> Consider how towns can increase citizen engagement and prepare for retirements of long-term public servants in key municipal positions – appointed, elected and volunteer – through development of a Citizen’s Academy, succession planning, participation in career fairs and expos, etc.	
	<b>Local Official Continuing Education Workshops.</b> Continue to offer workshops to Select Board, Planning Board, Board of Health, Finance Committee members and other public officials (fiscal planning, open meeting law, school finance, new state policies and initiatives, etc.). <i>Please share your ideas for workshop topics:</i> _____	
	<b>Regional Municipal Wage &amp; Classification Study.</b> Expand sections of the Franklin County Wage and Classification Study to include data on salaries and benefits of municipalities outside of but near Franklin County to provide information on competing salaries.	

	<b>Rural Policy Plan Implementation.</b> Pursue and advocate for projects, programs and policies that benefit Franklin County, such as advocating for changes to Chapter 90 formula to better acknowledge rural infrastructure challenges and ensuring state ARPA dollars are equitably distributed to rural municipalities.	
✓ YES	<b>SHARED SERVICES</b>	<b>Contact for Project: name &amp; email or phone #</b>
	<b>Municipal Service Sharing Feasibility, Matchmaking, or Other Technical Assistance (please specify):</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Conservation Commission Agent</li> <li><input type="checkbox"/> Department of Public Works</li> <li><input type="checkbox"/> Facilities management of municipal buildings and grounds</li> <li><input type="checkbox"/> Grant Management Assistance, including ARPA</li> <li><input type="checkbox"/> Human Resource management</li> <li><input type="checkbox"/> Information Technology: Design a regional shared IT services program to maximize technology resources across communities</li> <li><input type="checkbox"/> Library Programming/Administration</li> <li><input type="checkbox"/> Municipal Financial Services</li> <li><input type="checkbox"/> Public health and/or nursing arrangements between non-CPHS towns or to join CPHS</li> <li><input type="checkbox"/> Public safety               <ul style="list-style-type: none"> <li><input type="checkbox"/> Ambulance services and EMTs</li> <li><input type="checkbox"/> Fire services sharing</li> <li><input type="checkbox"/> Police</li> </ul> </li> <li><input type="checkbox"/> Risk Manager/ OSHA Compliance &amp; Safety Manager</li> <li><input type="checkbox"/> Town Planner</li> <li><input type="checkbox"/> Other: _____</li> </ul>	
	<b>New Collective Purchasing ideas (please specify):</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Expansion of fuel bids to include additional fuels</li> <li><input type="checkbox"/> Other: _____</li> </ul>	
	<b>Senior Services (please specify):</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Age and Dementia-friendly community planning (application to the AARP Network; development of an assessment and an action plan for the Town; assistance with implementing an existing plan)</li> <li><input type="checkbox"/> Senior Centers (including expansion of current senior centers)</li> <li><input type="checkbox"/> Senior Housing</li> <li><input type="checkbox"/> Regional Elder Services Outreach Role</li> <li><input type="checkbox"/> Other: _____</li> </ul>	

	<b>Water &amp; Sewer (please specify):</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Regional sludge pressing and composting opportunities</li> <li><input type="checkbox"/> Regional public water supply opportunities and feasibility</li> <li><input type="checkbox"/> Sewage treatment and /or water operators</li> <li><input type="checkbox"/> Support, advocacy and technical assistance to move water and sewer projects forward</li> <li><input type="checkbox"/> Work with DEP to support more operator training programs for western MA</li> <li><input type="checkbox"/> Other: _____</li> </ul>	
✓ YES	<b>TRANSPORTATION</b>	<b>Contact for Project: name &amp; email or phone #</b>
	<b>Northern Tier Rail Study expert assistance.</b> Hire a consultant to assist region in assuring that the methodologies, analysis and assumptions used by MassDOT and its consultants conducting the Northern Tier Rail Project are reflective of the region's needs and opportunities.	
	<b>Ensure a Safe Infrastructure Through Improved Visibility.</b> Assess intersections for visibility obstructions like overgrown vegetation, assess sign reflectivity and pavement markings throughout the town, and provide bylaw templates for abutter maintenance such as tree and bush trimming.	
	<b>Roadway Condition Study, including private roads.</b> Assess roadway conditions, update GIS maps and build off the culvert mapping projects.	
	<b>EV Charging Station Implementation Assistance.</b> Assist towns through the process of siting, applying for incentives, and purchasing and installing public EV charging stations.	
✓ YES	<b>ZONING, POLICIES, AND PLANS</b>	<b>Contact for Project: name &amp; email or phone #</b>
	<b>Open Space and Recreation Plan (OSRP) Update.</b> Work with the town to update their existing OSRP, a document to inventory and assess the condition of open space, natural resources, parks, and other recreation facilities. <ul style="list-style-type: none"> <li><input type="checkbox"/> New update   <input type="checkbox"/> Update continued from previous year</li> <li><input type="checkbox"/> OSRP Expiration Date: _____</li> </ul>	
	<b>Master Plans</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Develop or update a Master Plan chapter (e.g. Housing, Economic Development, etc.)</li> </ul>	

	<p><b>Recreational Marijuana Assistance (<i>please specify</i>):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Assistance in creating Host Community Agreements that invest in youth marijuana use prevention</li> <li><input type="checkbox"/> Development of local Board of Health regulations</li> <li><input type="checkbox"/> Research and compile information about impacts and costs towns are experiencing related to marijuana retail or cultivation and how towns are documenting reasonable costs associated with mitigation-related Community Impact Fees.</li> <li><input type="checkbox"/> Zoning for retail sales and/or cultivation</li> <li><input type="checkbox"/> Other: _____</li> </ul>	
	<p><b>Wellhead Protection Plans to Protect Public Drinking Water Supplies.</b> Develop a Wellhead Protection Plan, which can help towns manage and protect their water supply sources.</p>	
	<p><b>Zoning Bylaws and/or City Ordinance Development (<i>please specify</i>):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Affordable housing / Diversifying housing options / Accessory Dwelling Units</li> <li><input type="checkbox"/> Clean energy (e.g. large scale solar facility bylaws and/or updates to solar bylaws to protect pollinator habitat)</li> <li><input type="checkbox"/> Climate Resilient Stormwater Management Standards for new development and redevelopment projects using Low Impact Development (LID) techniques.</li> <li><input type="checkbox"/> Land conservation that protects natural resources and promotes smart growth</li> <li><input type="checkbox"/> Large-scale commercial / industrial development</li> <li><input type="checkbox"/> Mixed use districts / Village districts</li> <li><input type="checkbox"/> New development standards for tree retention</li> <li><input type="checkbox"/> Updates to Open Space Residential Development / Natural Resource Protection Zoning to align with current best practices to protect natural resources</li> <li><input type="checkbox"/> Recreational marijuana (retail, cultivation, processing)</li> <li><input type="checkbox"/> River Corridor Management for towns with a mapped River Corridor (Ashfield, Conway, Colrain, Heath, Greenfield, Leyden)</li> <li><input type="checkbox"/> Short term residential rentals (such as VRBO and Airbnb)</li> <li><input type="checkbox"/> Update Existing Floodplain Bylaws/Ordinances with the new state model Floodplain Bylaw for the FEMA regulated 100-year floodplain</li> <li><input type="checkbox"/> Update Subdivision Rules and Regulations to incorporate Low Impact Development (LID) and to align with current stormwater and neighborhood roadway design best practices</li> <li><input type="checkbox"/> Other: _____</li> </ul>	

<b>RANK</b>	<b>Of all of the projects you selected, what are your municipality's <u>top three</u> priorities?</b> While we can't guarantee that these projects will be selected, we will make every effort.
<b>Your Municipality's Top 3 Choices:</b> 1.  2.  3.	

If all Franklin County towns respond by 1/28/2022, we aim to have projects selected by early February. We will send out notification to you once that is complete. Thank you for your time – we look forward to working with you.

	<b>CULVERT ASSESSMENTS: WAITING LIST <u>ONLY</u></b>  <b>If your town is interested in being put on a waiting list for a culvert assessment, please check the box to the left and provide your contact information.</b>	<b>Contact for Project: name &amp; email or phone #</b>
	<p><b>Culvert Assessments.</b> Assess roadway culverts to identify the crossings that are at risk due to more frequent and intense storm events caused by climate change. Information will help towns prioritize infrastructure upgrades in addition to providing an inventory of physical infrastructure.</p> <p><b>Due to high demand, the following towns are in queue for culvert assessments.</b>            Colrain (Spring/Summer 2022)            Sunderland (Summer 2022)            Gill (Fall 22)            Wendell (Spring/Summer 2023)</p>	